

Expression of Interest

Consumer Representative Appointment for the Clinical Advisory Committee National Epidermolysis Bullosa Dressing Scheme of Australia

All Expressions of Interest (EOI) must be received by: 5:00 pm AEDT
31 January 2017

Applications must be submitted electronically to: secretariat@brightsky.com.au

Reference: EOI – EBCAC 01/2017

Introduction

The National Epidermolysis Bullosa (EB) Dressing Scheme (the Scheme) is funded by the Australian Government (the Government) and has been operating since 1 January 2010. It provides dressings, advice and support to over 200 people with EB throughout Australia.

Expressions of interest (EOI) are being sought from suitably experienced candidates to join the Scheme's Clinical Advisory Committee (the Committee) as the consumer representative.

At present, the Committee comprises seven voting members and represents a variety of medical, clinical and other disciplines. The professional experience of Committee members encompasses the following fields:

- Dermatology
- Paediatrics
- Clinical EB care
- Clinical genetics
- Health economics.

The consumer representative is expected to have relevant experience in health consumer advocacy. Experience working with, or on behalf of, people with EB or other skin disorders will be advantageous.

Roles of the Clinical Advisory Committee

The Committee is responsible for making recommendations to the Government on:

- the Scheme's Patient Eligibility Guidelines
- the Schedule of Dressings
- EB educational materials for clinicians and people registered on the Scheme
- Scheme eligibility for individual applicants where an application is not complete or a diagnosis not clear.

Please note that the consumer representative is not expected to be involved in Committee roles or decision-making requiring clinical or economic analysis expertise.

In 2017, it is expected that the Committee will contribute to the development of a new health technology assessment framework for determining the clinical and cost effectiveness of products submitted for listing on the Schedule of Dressings.

For more details regarding the role of the Committee, please refer to the Member Guidelines and Terms of Reference (TOR).

BrightSky Australia

BrightSky Australia is contracted to administer the Scheme on behalf of the Government. BrightSky is a division of the Paraplegic and Quadriplegic Association of NSW (ParaQuad), a Public Benevolent Institution. For over 50 years ParaQuad has provided community and primary health care services after catastrophic injury occurs.

BrightSky provides a national door-to-door delivery service for specialist healthcare products, including products for traditional and advanced wound care and other medical consumables. Under the Scheme, BrightSky:

- provides an end-to-end service for procuring and delivering dressings to people with EB
- distributes educational material to people registered on the Scheme and their treating clinicians
- provides advice and information about different aspects of the Scheme to people with EB and clinicians
- provides secretariat support to the Committee.

Information contained in this document

This document contains the selection criteria for the Committee's position of Consumer Representative. Member Guidelines and Terms of Reference are in the appendix.

Governance of the Committee

The Committee is accountable to the Department of Health (the Department) for recommendations as set down in the TOR. BrightSky provides secretariat support for the Committee, including managing the remuneration and reimbursement of approved expenditure as outlined in the Member Guidelines.

Selection criteria for the Consumer Representative of the Committee:

Applicants for this position must address each selection criterion and provide two verifiable referee reports specifying applicant experience in health consumer advocacy.

1. Representation is sought from a consumer advocate who:

- 1.1. can effectively represent, and advocate for, the interests of people with inherited bullosa skin disorders, specifically EB
- 1.2. can communicate clearly and effectively consumer views on EB care
- 1.3. has experience dealing with interdisciplinary health professionals who provide care to people with EB or other inherited bullosa skin disorders
- 1.4. has an awareness of how patient needs in skin and wound care management are best met.

2. Applicants must have:

- 2.1. the capacity to work collaboratively with other Committee members and, where relevant, stakeholders to progress the objectives of the Scheme

- 2.2. the capacity to communicate, via the Secretariat, any information that supports the work of the Committee
- 2.3. the capacity to make consumer-oriented recommendations independent of any perceived or actual conflict of interest
- 2.4. the capacity to meet with other Committee members either in person or via teleconference
- 2.5. a commitment to the TOR set down by the Department in the Member Guidelines.

Submission of EOI

Applicants wishing to join the Committee as the Consumer Representative should submit an EOI addressing the Selection Criteria and two referee reports.

Selection process

All EOIs will be evaluated against the selection criteria. Applicants will be advised of the outcome of the selection process by date listed below.

EOI timelines:

Call for EOI for Clinical Advisory Committee circulated	20 December 2016
Closing date for EOI	31 January 2017
Submission verification process	28 February 2017
All individuals advised of EOI outcome	3 March 2017

Requests for further information

For information regarding the EOI process please contact: secretariat@brightsky.com.au

Checklist for EOI submission

- The EOI has been completed using the selection criteria outlined above.
- Supporting documents in the form of a resume, current contact details and the names and contact details of two referees are attached.
- EOIs must be signed and dated by the applicant.
- Proxies will not be accepted.